



City of Hermosa Beach
1315 Valley Drive, Hermosa Beach, CA 90254
310.318-0203 - Fax 310.372-6186
Email: recordsrequest@hermosabch.org



Received By: CC
Referred To: HR
Date Referred: 7-26-18

Public Records Request

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney—client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public documents by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

Name (please print): <u>Tony Higgins</u>		Email: <u>tony.higgins123@gmail.com</u>	
Address:		Phone:	
City:		Fax:	

Record or Document Requested:

To assist the City with your request, please identify each requested record/document separately. Please be as specific as possible. Non specific inquiries may cause responses to be delayed or may prove to be burdensome and therefore the City may not be able to respond. (Additional sheets may be used) **Submit all requests to the City Clerk's Office.**

See attached

Photocopies are \$0.20 per page (Mailing fee, if applicable is \$3.00 plus postage). Fees must be paid before records are released.

I agree to pay all applicable fees and charges per the City Council Resolution of Fees for any copies I request of the above mentioned document. *Accepted method of payment:* Cash or check. Credit card accepted in person only.

Signature _____

Date _____

For Departmental Use Only:

Action Requested:

☐ Review Only
☐ Copies Requested

Action Taken:

☐ Document Reviewed
☐ Copies Provided
☐ Refusal/Reason _____

By _____ Date _____
☐ Non-Existent Document
☐ Other (Please Explain) _____

For City Clerk's Use Only:

Date Requestor Notified _____ Notified By: _____ Date Picked Up or Mailed _____

From: City Clerk
Sent: Tuesday, July 24, 2018 1:42 PM
To: Records Request
Subject: FW: City Traffic Engineer Contact info

Hi Lizanne,

I have provided the email addresses but the last paragraph should be processed as a PRR.

Thank you,

Linda

From: tony higgins <tony.higgins123@gmail.com>
Sent: Tuesday, July 24, 2018 8:15 AM
To: City Clerk <cityclerk@hermosabch.org>
Cc: City Council <citycouncil@hermosabch.org>; Bob Rollins <brollins@hermosabch.org>; CHIEF Sharon Papa <spapa@hermosapolice.org>
Subject: Re: City Traffic Engineer Contact info

Dear City Clerk

I would like to get the email address of the cities head traffic engineer who according to the 2.44.010 attached below reports to the city manager.

I would also like to request the email address of the "city manager" to whom the the city traffic engineer reports to.

If these positions are not currently filled I would like the email address of those persons charged with fulfilling the duties of the cities head traffic engineer and the city manager.

Finally I would like to get the email address of the cities Director of Human Resources Department or the functional equivalent, and copies of all cities policies and procedures related to dismissal or discipline of City employees "for-cause" especially as it relates to acts in the performance of their duties that unnecessarily endanger the public, mislead the public and employees who knowingly withhold information in their possession related to formal public information requests

The scope of this request relates to policies and procedures that apply to city employees, police officers and the city council.

Thank You,

Anthony Higgins

2.44. 010 Office created--Appointment-- Responsibility to city manager--Delegation of duties.

The office of the city traffic engineer is established. The city traffic engineer shall be appointed by and directly responsible to the city manager in the exercise of the powers and duties as provided for in this code and in other traffic ordinances and resolutions of this city. The duties of the office of city traffic engineer may be combined with those of any other office or position. Whenever the city traffic engineer is required or authorized to place or maintain official traffic control devices or signals, he may cause such devices or signals to be placed or maintained. (Prior code § 19-37)

2.44. 020 Duties generally.

It shall be the general duty of the city traffic engineer to recommend the installation and proper timing and maintenance of traffic-control devices and signals, to conduct engineering analyses of traffic accidents and to devise remedial measures, to conduct engineering and traffic investigations of traffic conditions and to cooperate with other city officials in the development of ways and means to improve traffic conditions and to carry out the additional powers and duties imposed by this code and other ordinances of this city. Whenever, by the provisions of this chapter, a power is granted to the city traffic engineer or a duty imposed upon him, the power may be exercised or the duty performed by his deputy or by a person authorized in writing by him. (Prior code § 19-38)